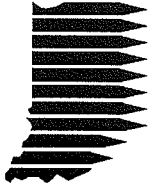


**INDIANA  
WORKFORCE  
DEVELOPMENT**



TO: WIB Chairs  
WIB Directors  
Youth Council Chairs  
Youth Service Providers

FROM: William R. Miller  
Director, WIA Administration

Mitchell E. Daniels, Jr., Governor  
Ronald L. Stiver, Commissioner

10 N. Senate Avenue  
Indianapolis, IN 46204-2277  
Phone: 317-232-7670  
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<http://www.workforce.IN.gov>

An Equal Opportunity Employer

DATE: March 1, 2005

SUBJ: 2005 Youth Conference

The Department of Workforce Development (DWD) is proud to announce the **2005 Youth Conference**. The purpose of the 2005 Youth Conference is to provide the latest information for those who want to learn more about providing effective youth services. Presenters include national experts on workforce development, state administrators, and your peers from across the State. The 2005 Youth Conference is open to those workforce development professionals interested in serving youth. A "Save the Date" flyer is attached. Pertinent information includes:

Date: April 20, 2005  
Registration Fee: None  
Time: 9:30 AM – 4:00 PM  
Place: Sheraton at Keystone at the Crossing  
8787 Keystone at the Crossing  
Indianapolis, IN 46220

Registration information is forthcoming.

A reception will be held from 6:00 PM to 8:00 PM on the evening of April 19, 2005 at the Sheraton. This is a chance to chat socially with presenters and your peers from across the State. We encourage you to attend.

DWD is announcing the 2005 Youth Conference as the means to provide relevant information to youth workforce development professionals here in Indiana. As such, DWD considers the Youth Conference to be a form of technical assistance. We anticipate that Youth Council members and WIB staff providing oversight to youth programs will attend. Also, DWD expects at least two staff from each current and future youth service provider to attend. Attendance at the Youth Conference by all designated to attend will be considered as "having made a good faith effort" toward improving services to youth.

Questions concerning the 2005 Youth Conference may be directed to Jennifer Biddle, Planning Analyst, by phone at 317/232-7459 or by email at [jbiddle@dwd.state.in.us](mailto:jbiddle@dwd.state.in.us).

We look forward in seeing each of you at the 2005 Youth Conference!